



Human Resources Department
p: 503-526-2200 f: 503-526-2572

LIBRARIAN
(20 hours per week)
ADULT SERVICES DIVISION
BEAVERTON CITY LIBRARY

SALARY RANGE: \$22.71- \$30.44 per hour

CLOSING DATE: February 22, 2016

ABOUT THE JOB:

We are looking for an enthusiastic, innovative and customer-service oriented librarian to join the Adult Services Team at the Beaverton City Library. Assist our team's efforts to create innovative library services and programming that meet the changing needs of our diverse community. Experience in public library programming, reference work, community collaboration, and collection development for adults is desired.

ESSENTIAL FUNCTIONS OF THE JOB:

A Librarian in the Adult Services Division works in a variety of settings both inside and outside libraries, serving a diverse array of patrons by:

- Developing and implementing programs and services;
- Answering reference and reader's advisory questions in all fields of knowledge;
- Developing an assigned area of the library's collection;
- Using and understanding computer technology and its uses in a library environment;
- Maintaining effective working relationships with general public and employees.

TO QUALIFY:

Requires a Master's degree in library science from an ALA approved program plus experience in reference work. This position requires evening and weekend work.

Requires considerable knowledge of practices, principles and philosophy of modern library science, reference tools and library classifications systems and book selection tools.

HOW TO APPLY:

Applications may be completed on our website at www.BeavertonOregon.gov or by submitting a City of Beaverton application form to the Human Resources Department, Beaverton City Hall, P.O. Box 4755, Beaverton, OR 97076.

Supplemental question:

1. Please describe how your knowledge, experience and abilities would make you a good fit for this position.



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VETERANS PREFERENCE:

Qualifying veterans and disabled veterans may obtain preference by submitting as verification of eligibility a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the US Department of Veteran's Affairs indicating receipt of a non-service connected pension. Disabled veterans must also submit a copy of their veteran's disability preference letter from the Department of Veteran Affairs, unless the information is included in the DD Form 214 or 215. Veterans' Preference documentation must be submitted with your application.